

**EMT-1 REGULATORY TASK FORCE  
MEETING MINUTES  
January 9, 2002  
Host Airport Hotel  
Sacramento, CA**

**I. Introductions**

A. Self-introductions were made.

<b>MEMBERS PRESENT</b>	<b>EMSA STAFF PRESENT</b>	<b>ALTERNATES PRESENT</b>	<b>MEMBERS ABSENT</b>	<b>ALTERNATES ABSENT</b>
Ray Casillas Bob Cordray Elaine Dethlefsen Pat Kramm Debbie Meier Debi Moffat Dan Paxton John Tysell Luann Underwood Kevin White	Sean Trask	Bruce Kenagy	Nancy Casazza Donna Ferracone Bruce Haynes  Tom McGinnis Byron Parsons John Pritting Marco Randazzo Bob Repar Veronica Shepardson Susan Smith Todd Wilhoyte	Jean English David Nevins Debbie Notturmo  Jeff Page Karen Petrilla

**Guests**

Fred Claridge  
Patrick Brown

**II. Minutes**

Approved as written

**III. Agenda**

Approved as written and no suggestions were made for future agendas. .

**IV. Informational Update**

A. The Task Force was updated on the following items:

1. The \$30 million for trauma systems and trauma centers was almost cut from the budget in the most recent round of budget cuts. The \$30 million was reduced to \$25 million and will be distributed to local EMS systems to be distributed to trauma centers. The \$5 million difference was to offset the cost of trauma system development and was deleted from the budget.
2. The Vision Improvement Project's final conference will be held in San Francisco at the Marine's Memorial Club/Hotel on December 5<sup>th</sup> and 6<sup>th</sup>. The EMS Commission will be meeting on December 2, 2002 in the same location.
3. The AED Task Force that was developed as a result of the November 28, 2001 EMS Commission meeting is nearing completion of their proposal to the Layperson AED Regulations Revision.
4. There has been no progress on the EMT-II regulation revision since the last EMT-I Task Force Meeting.
5. The EMS Authority has revised the Negative Certification Report Form and submitted the revised form to the Office of Administrative Law to be incorporated by reference to the Disciplinary Regulations. This submission to OAL is a Section 100 change, which means that

the change is nonsubstantive and does not need to go through the regular rule making process because the regulations are not changing, just the form has been revised.

6. The solicitation letters for EMT-I testing organizations went out on January 3, 2002. The EMS Authority has received verbal interest from Prometrics, The Chauncey Group, Cooperative Personnel Services and the National Registry. No letters of interest have been received as of today. Presentations will be scheduled for April and if necessary May of 2002.
7. Since the December 5, 2001 Task Force meeting the EMS Authority sent out an e-mail soliciting the Task Force members to see if the May 2002 meeting could be switched from May 1, 2002 to May 8, 2002. This way the members that attend the Paramedic Task Force meetings can attend the EMT-I Task Force Meeting in the same region of the state. After discussing the May meeting date, the Task Force members present agreed to hold the meeting on May 1, 2002.
8. A request was made to hold the Southern California EMT-I Task Force Meetings at the Burbank Holiday Inn because the Paramedic Task Force holds their meetings there. The Interim Director of the EMS Authority told a Task Force member that he would talk to Sean about moving the EMT-I Task Force from San Diego to Burbank.

**V. Old Business**

**A. EMT-I Certification Examination:**

1. A Task Force member requested that the Task Force select an EMT-I certifying exam at the June 2002 meeting.
2. At the December 5, 2001 Task Force meeting a concern was raised that a problem statement does not exist identifying the reason why the Task Force is going to recommend a single, standardized certifying exam. The EMS Authority e-mailed out an excerpt from the 1999 National Highway Safety Administration's Assessment of EMS in California as a starting point for the Task Force discussions to develop a problem statement. The Task Force members agreed to the following language for the problem statement:
  - a. Where in training and ultimately certification can occur through literally hundreds of combinations of training, testing and ultimately certification. Testing methods vary from reliable validated exam processes to allowing training institutions to conduct in-house tests. The EMSA should develop and introduce uniform and consistent statewide training, certification and testing of all prehospital personnel.
3. The Task Force recommended adding the development of a problem statement to Objective #2 of the Task Force Objectives.
4. The Task Force also recommended adding the testing organizations presentations to the action steps for Objective #2.
5. The California Council of EMS Educators skills exam that was distributed at the last Task Force Meeting will be reviewed at a future date and comparing other skills exams.

**B. Committee Report: EMT Approving Authority**

1. Section 100066 – The Task Force reviewed the changes from the last Task Force meeting; no changes were made.
2. Section 100070 – The DOT EMT-Basic Curriculum recommends that every EMT-Basic training program have a medical director. The Task Force discussed the need for requiring a medical director, in regulation, for all EMT-Basic programs. A medical director could be cost prohibitive for many training programs and impractical for others. The DOT lists the responsibilities of the medical director as addressing issues regarding EMS system policies, procedures and protocols. The Task Force felt that these issues could best be referred to the local EMS agency medical director since the local EMS agency medical director approves and signs the local policies, procedures and protocols
3. Section 100070(b) – OK as written. The Task Force agreed that the Course Program Director should administer the training program and not be required to be involved in curriculum development since this is not currently being practiced in a number of EMT training programs.

4. Section 100070(c) – The Task Force agreed to delete the minimum equivalent 60 hour requirement for instructional methodology class for the Course Coordinator and add, as options to meet the instructional methodology course, the State Fire Marshal Instructor 1A and 1B, National Fire Academy's Instructional Methodology, POST Instructor Training Course or equivalent.
5. Section 100070(c)(2) – The Task Force agreed to delete, "Approve Course Coordinator".
6. Section 100070(d) – The Task Force agreed to change the requirements for the Course Primary Instructor to match the Course Coordinator instructional methodology requirements. The Task Force agreed that the Course Primary Instructor shall submit a resume that demonstrates at least two years field experience in the practice of prehospital emergency care in the last five years and is currently certified or licensed as an EMT-I, EMT-II, Paramedic, Registered Nurse, Physician, or Physician's Assistant in the State of California. The Course Primary Instructor shall be required to teach no less than 50% of the class.
7. Section 100070(e) - The Task Force agreed to add a Course Secondary Instructor with the same qualifications as the Primary Instructor.
8. Section 100070(f) - The Task Force agreed to add a Course Skills Specialist who shall submit a resume that demonstrates at least two years field experience in the practice of prehospital emergency care in the last five years and is currently certified or licensed as an EMT-I, EMT-II, Paramedic, Registered Nurse, Physician, or Physician's Assistant in the State of California. The duties of the Course Skills Specialist shall be to assist in demonstrations and practice designed to develop and evaluate student skills competencies and shall be supervised by the Course Program Director, Course Coordinator, Primary or Secondary Instructors.

**VI. New Business**

- A. EMT-I Scope of Practice – This topic was tabled due to time.
- B. Review of Task Force Objectives – This topic was tabled due to time.

**VI. Discussion:**

1. No items were discussed due to meeting being adjourned.

Next meeting will be February 6, 2002 from 10:00 AM to 4:00 PM, at the Holiday Inn in Burbank.

Recorder: Debi Moffat.